

**COMMITTEE ON ACCOUNTS, ENROLLMENT  
AND REVENUE ADMINISTRATION**

**August 20, 2002**

**4:30 PM**

Chairman Shea called the meeting to order.

The Clerk called the roll.

Present: Aldermen Shea, Smith, Thibault, Lopez  
Alderman Guinta arrived late.

Messrs.: Kevin Buckley, Randy Sherman, Steve Tellier, Joanne Shaffer

Chairman Shea addressed item 3 of the agenda:

3. Ordinance amendment:

“Amending the Code of Ordinances of the City of Manchester by creating a new section within Chapter 111: Amusements establishing regulations for noise activities conducted in outdoor concert venues throughout the city and inserting new penalties in Section 111.99: Penalty to enforce these regulations.”

Chairman Shea requested this item be tabled.

Alderman Thibault moved to table item 3. Alderman Smith duly seconded the motion.

Chairman Shea stated the purpose of this appearing on the agenda is to vote as to whether or not a public hearing is warranted relative to the fee associated with the proposed ordinance amendment.

Alderman Thibault stated if we're going to amend an ordinance that is going to cost \$200 where it is nothing now, I think the people should be informed before we just enact it, so I would like to see a public hearing held either through Bills on Second Reading or through this Committee, one or the other.

Alderman Lopez stated I think the problem and the confusion and the reason it went back to Bills on Second Reading was the case of the \$200.00 and the 60 decibel...I don't know if we need a public hearing because one of the major reasons it went back to Bills on Second Reading was to address those two and I think some of the comments from the people that they appear before Bills on Second Reading and I would think that the Chairman of that Committee will allow them to speak, but the reason the Board sent it back was for those two items and one of the points that was brought out about the \$200.00 is that the ordinance does stipulate a fee can be waived and Matt can waive it so he would have to call the Committee Chair and ask them to waive that fee...the provisions are in there, so I don't really think that we need a public hearing.

Alderman Thibault stated hearing what he just said now if that is going to go through that process I'd have no problem without a public hearing.

Chairman Shea asked Committee members what do you wish to do.

Alderman Lopez moved that a public hearing not be held as it will be addressed by the Committee on Bills on Second Reading. Alderman Thibault duly seconded the motion. There being none opposed, the motion carried.

Chairman Shea addressed item 4 of the agenda:

4. Communication from the Board of Assessors submitting reports as follows:
  - a) update of tax base;
  - b) status of overlay;
  - c) status of outstanding abatements;
  - d) status of tax appeals; and
  - e) status of exemptions and payment in lieu of taxes.

Alderman Thibault asked Mr. Tellier to give us an idea as to where we're at.

Mr. Tellier stated the report that was submitted previously July 17<sup>th</sup> corroborates the amount of appeals that are still outstanding and shows the status of the tax base as of that date (July 17<sup>th</sup>)...we still have some new construction going in but we do have a large amount of appeals. As you all know Assessor Porter has left, is retired now so we are down to two Assessors and are working diligently to try to address as many of the appeals before the end of this month as possible. The appeal deadline for Board of Tax and Land Appeals or Superior Court ends September 1<sup>st</sup> as well and after that we'll know how many cases have been referred to the next level of appeal.

Alderman Thibault stated so we're at where we were at the last meeting.

Mr. Tellier replied that is correct.

Alderman Thibault stated there has been no change, no increase in your projection or anything like that.

Mr. Tellier replied no further decrease or increase, we're still where we were.

Alderman Thibault asked when is the tax rate going to be set?

Mr. Tellier replied that is a corroborative effort that's usually overseen by the Office of the Mayor, however, it involves the MS-1 form by the Board of Assessors, the MS-2 forms by the Finance Department and the Municipal Services forms of the School Department. The Finance Department usually oversees all of those forms being collected with the oversight of the Mayor's Office and it's usually done towards the end of October.

Alderman Lopez in reference to net valuation the \$133 compared to the last time of \$132...

Mr. Tellier asked what document are you looking at, Alderman?

Alderman Lopez replied I'm looking at the net valuation report on real estate taxes and the blind exemptions, elderly, disabled. So, what is your figure now \$5.133.

Mr. Tellier replied \$5.133 is the accurate number although that will change, its still fluid. As I just indicated to Alderman Thibault we're still putting in some new construction but there are still some appeals. The previous estimate of value at twenty-five to thirty below last year's value is still on target, we have nothing that would intimate that that would change.

Alderman Lopez stated you report to this Committee every three months, is that what the policy has been.

Mr. Tellier replied that is correct, quarterly. However, we do monitor this...we come forward to this Committee monthly as you gather to answer any other questions. This is the Committee that our Board answers to.

Alderman Lopez reiterated the report we get is quarterly.

Mr. Tellier replied at present, yes it is.

Alderman Lopez asked do you think it would be possible...do you do a weekly or a monthly evaluation or net valuation...is that on a weekly basis compared to what you...

Mr. Tellier replied we have a report that we do weekly through the HTE process and we could do that weekly or monthly in maybe the two or three months preceding the setting of tax rates if that would be more informative to this Committee, we could do that as well.

Alderman Lopez stated I would recommend to the Committee that we possibly get that information to keep track and to make sure we're on target instead of waiting three months to see, after you do the abatements, what the bottom line is so if the Chairman would take that into consideration, so we have that information available and not wait three months.

Mr. Tellier stated perhaps if it serves the interests of this Committee I could sit down with the Chairman of this Committee and come up with...rather than come up with a voluminous report the 37 pages of appeals don't change drastically, perhaps we could come up with a more abbreviated report monthly that would serve purposes of this Committee.

Alderman Lopez stated that's fine with me as long as we know what the net valuation is, that's the most important thing. Secondly...

Chairman Shea interjected excuse me for interrupting, I would prefer that the information though be given to the Committee.

Mr. Tellier stated I was just saying that perhaps I could meet with the Chairman to discuss how it would be reported to the Committee in abbreviated form, we could come up with something that's acceptable to the entire Committee. I wasn't inferring that I report directly just to the Committee Chairman, it was just to discuss with you what would serve that purpose.

Chairman Shea stated thank you for the clarification.

Alderman Lopez stated the only other question I have, Steve, is the report as mentioned last time...if we could put it in some type of sequence and you mentioned it could be done, is that going to be done.

Mr. Tellier asked what type of sequence, Alderman?

Mr. Lopez replied by date that the people made their appeal so we can see.

Mr. Tellier stated I don't know that I...we don't have that recorded in any manner and the date by which they appealed is not statutorily significant with the exception that they file as long they file between the date that the bill was posted and the following March 1<sup>st</sup>. I believe what you are referring to is possibly sorting them by residential and non-residential, is that what you're referring to. We could do that as well.

Alderman Lopez stated I'm concerned at to some people had said to me that they've been waiting a long time. Now, maybe you could explain that if somebody, for example, was the 1<sup>st</sup> of January let's say for the sake of argument and somebody on the 3<sup>rd</sup> of May got service before that individual how does that happen?

Mr. Tellier replied what we've tried to do to date is address the ones that were most egregious that being those that maybe had data entry errors where there was a story height inconsistency or there was a data entry error that was clearly a human error...those are the easy fixes. The ones that are more difficult are value judgment where they're comparing to homes that in their estimation are similar to theirs and an appraiser may differ with that opinion, but what's been addressed first to date are the more egregious issues that really affect value and we've been weaning down through them as we can.

Alderman Lopez stated a majority of our taxes come from the property owners and if a property owner has made an appeal to that property owner it's very, very important that they be taken care of and the property owners should be taken care of get them out of the way and then you guys can attack the businesses because some of these property owners really want to know what's going to happen.

Mr. Tellier stated we sent out a letter about five weeks, six weeks ago informing all of those that still had an appeal outstanding on their appeal rights, what their available options were and also notifying them that we could continue to review every appeal that was submitted to us. We received probably 150 to 200 calls since then, a great deal of those have been processed whether an adjustment was warranted or the Board of Assessors decided to deny the appeal based on either a failure to show disproportionality or their assertions were unwarranted...whatever the case may be, there's been an awful lot of action in the last four to five weeks as well and we'll continue to do so, we're making every effort.

Alderman Lopez asked how many abatements do you have left now?

Mr. Tellier replied again as of July 17<sup>th</sup> so this is fluid and this has been reduced since then, approximately a thousand.

Alderman Lopez stated I say it's very important because when you give out that tax rate in December if we don't take care of those people with abatements now...these are the people who are going to be screaming, the business people have a lot of other processes and lawyers and everything, homeowners don't have lawyers and once they get that tax bill in-hand and they have an abatement in they're going to be screaming bloody murder to every Alderman.

Mr. Tellier stated we'll make every effort to pay special attention to the residentials.

Alderman Guinta asked, Steve, can you tell us approximately when you would expect to be completed with the residentials that remain.

Mr. Tellier replied I don't have a prepared response for that, I can get back to this Committee quickly. With the loss of one vacant Assessor's position that is going to put a serious drain on resources though, that is one-third of the appraisal staff that we have that is no longer with us.

Alderman Guinta stated so at this point we have two people reviewing these.

Mr. Tellier replied that is correct.

Alderman Guinta stated so two people have to go through approximately 700 to 1,000.

Mr. Tellier replied that is correct.

Alderman Guinta stated so it's safe to say...

Mr. Tellier stated again we're going to make every effort to look at the residential appeals but quite frankly with the appeal deadline fast approaching and that appeal deadline being September 1<sup>st</sup>...and we've notified people (in writing) we've gotten an awful lot of calls, I and my colleagues have spent a great deal of time over the phone with a lot of taxpayers answering their questions and concerns, but that appeal deadline should they wish to appeal to the Board of Tax and Land Appeals or Superior Court that deadline is fast approaching to be September 1<sup>st</sup> that's not to say that we are not going to continue looking at them, but that secondary level of appeal that deadline is fast approaching.

Alderman Guinta asked, Mr. Chairman, can you tell me what the process is for filling that vacancy?

Chairman Shea replied I don't have any idea, Mike, maybe you have some idea...filling the vacancy at the Assessor's Office is that what you're referring to.

Alderman Lopez stated the process...it's an appointed position by the Board of Mayor and Aldermen as an Assessor, but at the same time may I remind you that the Mayor did say that he was bringing in a reorganizational chart for the Assessors.

Alderman Guinta asked does that mean that we're going to hold that position open until we review the Mayor's proposal?

Alderman Lopez asked are you asking me?

Alderman Guinta replied I'm asking the Board...

Chairman Shea replied I would assume that would be the case unless someone decides to bring it in at a Board meeting.

Alderman Lopez asked may I comment on this.

Chairman Shea indicated yes.

Alderman Lopez stated I understand where you're going, Alderman, but let me refresh some memories here that the full Board said they were going to freeze vacancies and agreed to reorganize certain departments with the Mayor coming in, number one. Number two, everybody that has an abatement right now has right to go to the Lands and Tax Appeals Board as of right now because all of these abatements should have been done by July 1<sup>st</sup>, is that right?

Mr. Tellier replied that is not accurate. The law provides the Board of Assessors or Selectmen an opportunity to review them at any time. The statutory denial date is only there to provide a window of opportunity that those that have either been denied or have not heard yet from the municipality, it gives them that appeal window to go to the next level.

Alderman Lopez stated isn't it true that everybody that has an abatement right now, I don't have to go to you I can go to the Board of Tax and Land Appeals.

Mr. Tellier replied that is correct.

Alderman Lopez stated I can go directly...so, everybody...all the people that have an abatement they have been informed that they can go directly without your review, is that correct?

Mr. Tellier replied that is correct.

Alderman Lopez stated that is the point I want to make. So, there is no hold up on reviewing those abatements other than the Assessors right now and the only other point that I would make is that I don't think there's been anybody working on Saturdays or Sundays or nights trying to do these abatements.

Mr. Tellier stated I would disagree with you because I've worked Saturdays and some Sundays and evenings. So, I will respectfully disagree with you.

Alderman Guinta asked, Steve, can you clarify for me the procedure that most people have been taking with respect to abatements, are they going to your office first or are they skipping your office?

Mr. Tellier replied no they have to come to our office to file the local appeal, it has to be recorded within that statutory time frame. A great many of them we've spoken with over the phone, a lot of them have been processed and there are still a great many to go. But, quite frankly, a good portion of them that as a result of the increase in value from 1991 to 2001 it was a large increase and a lot of people felt that their values were unfair, but when reviewed in context of the market of April 1<sup>st</sup> they may not have the type of case that they may have thought, so there are a great portion of these that really don't warrant an adjustment.

Alderman Guinta stated the concern that I have is a similar concern to Alderman Lopez in that some of these people have been waiting for a significant amount of time and I think that's due to the number of abatements that have been filed. That being said, I think we're sort of putting ourselves at a disadvantage by not filling this vacancy, so while I agree with you, Alderman, that we'd like to make sure that residents who don't have the privilege of the ability to hire attorneys or counselors to represent them to facilitate this process...they are at a disadvantage and how can we better help the residents of NH to quicken this process and it sounds to me that the best way to do it is to get this vacancy filled. Is there another...if we're down people at this point, but at the same token we want to make sure that our constituents are receiving timely or speedy resolutions to the problem what would be the solution then?



Chairman Shea stated let me clarify something, Frank. When a person makes an appeal it goes to the Assessors, the Assessors then make a determination as to the validity in their judgment concerning this appeal. If they disagree with the Assessors judgment they then file, if they so choose, with the State and therefore they have that additional option. Certain people will go to the Assessors and they'll ask the Assessors to reassess their property and the Assessors say oh, gee, you know, whatever...we may be able to help you in lowering your assessment, but the point of the matter is that they're not really handicapping all of the people filing appeals simply because not everyone is going to agree with what their judgment might be, I don't know proportionately at least, Steve, what would be the percentage of the people now...do you lower 10%...

Mr. Tellier stated I don't think anybody agrees with the amount of their values and what they pay in taxes but most people when they come to the office are willing to pay their fair share, it's important that they feel that they were treated fairly and equitably.

Chairman Shea stated I met a fellow yesterday who indicated he had filed an appeal, he's been looking at the price of purchasing a home today and he said I don't think I'm going to do anything, I've dropped my appeal simply because the value of my house has gone up so much that if I were to sell my house I probably would get \$60,000 or \$100,000 more than what I thought it was worth, so you may run into certain situations like that. But, I don't think we're penalizing the general population simply because they do have that right to go to the State.

Mr. Teller stated one of the issues that's kind of hampering our efforts at present...we have submitted a letter to the Office of the Mayor, we have two customer service representative positions...one of them is vacant at present and has been vacant since April 5<sup>th</sup>...this is a baseline, a work-a-bee position that is funded in our complement and we're waiting to hear back from the Mayor's Office. In fact, it came to the...on April 23<sup>rd</sup> the Human Resources Committee voted to support filling that position as it's critical for the operation, that's not withstanding the vacant Assessors position. We're actually down to five people.

Alderman Smith stated I think what they're getting at, Steve...on May 30<sup>th</sup> you had 1,251 cases, on July 8<sup>th</sup> you have 1,191...that's only 60 cases processed and it's quite an outstanding number and I think it's a numbers game. We would like to know, I think, the fellows on the Committee is when are you going to be able to clean up that 1,191.

Mr. Tellier replied well what I am going to do is upon the recommendation of Alderman Lopez what we're going to do is sort these by residential and non-residential and come back to this Committee on a recommendation on how many we can...and with also a firmer number because this was as of early July and we've been hard at it since that date, so that number has gone down quite a bit as well.

On motion of Alderman Smith, duly seconded by Alderman Thibault, it was voted to accept the reports of the Board of Assessors.

Chairman Shea addressed item 5 of the agenda:

5. Communication from Guy Beloin, Financial Analyst II, submitting monthly Financial Statements for the month ended July 31, 2002.

Alderman Lopez moved for discussion. Alderman Thibault duly seconded the motion. There being none opposed, the motion carried.

Alderman Lopez stated the only question I have right now is in reference to Civic Contributions is that up-to-date...is there \$83,000.

Mr. Sherman replied right that is as of the end of July.

Alderman Lopez stated I will wait for my question at this time.

Alderman Guinta asked how are we doing?

Mr. Sherman replied on the expense side, keeping in mind this is July, it's early we're right in line with last year. July is a fairly slow month because everybody is pretty much cleaning up for the prior year, it's not a big expenditure month. The important numbers that we do have if you can actually find the last page of the report, page 6, and keeping in mind how last year we were short on our revenues. We've actually started out '03 on a pretty good note. I believe with building permits we've almost collected 40% of our projected revenues already. I believe the month brought in what, Joanne, close to \$400,000 alone just in building permits. Most of those are residential units but again it's 40%...we're already about 20% ahead of last year's actuals at this point, so things are looking better but it is early. One thing I would like to say is that these are July numbers and you did already received your June numbers, you received the real small package of June. The quarterly June statements the ones where you get your CIP numbers and you get all of your treasury and debt numbers, the full package on the expense side we

will have for you at your next meeting as we're finishing wrapping up and I have been asked to point out that the numbers that you saw for June were preliminary June numbers. It was before we did any of our year-end closing figures. So, if you go back to those June reports and you see that some departments may look like they're overspent on their budgets we hadn't made final adjustments for the Welfare Department at that point, we hadn't made final numbers for any salary adjustments for final benefits. So, those numbers were preliminary. We're closing out '02 at this point. It's looking better than we thought it would, the revenues are still short but the departments did an incredible job on the spending side. It looks like Welfare is probably going to be in the \$800-850,000 range as far as their over budget amount and again we've covered that with contingencies where initially if you'll recall we thought we were going to be a million dollars in the hole there, so that's in good shape. Very few departments actually needed to come in and hit the salary adjustment account...one of them would be the Mayor's Office, the Health Department hit that account as well...but, what the departments returned out of their appropriation exceeds the amount that we were short on the revenue side. So, again, we still think that we may actually end up with a positive balance depending on how tax collections end up coming in.

Alderman Guinta asked a positive balance overall.

Mr. Sherman replied a positive balance actually adding to your fund balance. Now, if you recall as part of the tax rate setting or the budget process we predicted that we would have \$1.1 million available to apply against this year's tax rate. It looks that between the fund balance and some of our insurance reserves we actually will have more than that available. So, hopefully, we can use that to offset the assessment issue that we're facing.

Alderman Guinta stated when you're talking about insurance reserves...

Mr. Sherman stated we're talking about...we're self-insured for Worker's Comp, General Liability and Health and what we do every year is we budget an amount to spend every year. If there's a surplus in there we take those surpluses in those three line items and we set them aside as a reserve. If we actually go over in a particular year we then have those reserves that we can go in and tap which is sort of like their own individual little rainy day funds for those three line items. Those three reserves CGL and Health Insurance are fairly healthy at this point and may actually be over funded, so we think we'll be able to actually pull some money out of those two. Now, Worker's Comp on the flip side of that is woefully under funded, so we may want to actually move some of those reserves into the Worker's Comp and then use any extra surpluses that we may have to again apply against the tax rate.

Alderman Guinta asked are we going to be needing any of those reserves to break even or is this additional.

Mr. Sherman replied no that would be over and above.

Alderman Lopez stated when you say over budget for the salary account would you explain that so everybody understands that when a department head goes over (as you call it) like the article on the Mayor's Office was over budget, the salary account, would you explain how that works and that's not really an over budget item.

Mr. Sherman stated what happens is when you do your budget you're actually budgeting based on the current complement that the department has at that time at their current levels. What happens is we then take and off to the side we budget amounts for final benefits. So, when someone leaves particularly in a smaller department and they take their final vacation pay and they take their final sick pay and then you turn around and fill that position what happens is that department will actually show that they have overspent their salary budget. But, in year's past we've had a salary adjustment account that's been there specifically to deal with those issues and what we do is we don't make those adjustments until the end of the year because I may have gone over on my salary line but if I have money left over in my equipment line or my postage line what we use that money within the department first and then we only reimburse them to the extent that they need to get back to a break even point because we never budget enough in that salary adjustment account. We don't budget dollar-for-dollar for what goes out. So, some departments...only two departments are actually using the salary adjustment account, it's not that only two departments had people leave and take final benefits but all the rest of the departments had enough money within their own budgets to cover that.

Alderman Guinta asked why aren't we budgeting enough for salaries?

Mr. Sherman replied you're budgeting enough to pay for the current complement, what we're not budgeting enough is to pay all of the final benefits. The final benefit number on the financial statements is about \$6 million, we record a liability on our balance sheet of over \$6 million for all accrued sick and vacation time. So, if everybody in the City got up and walked out today you'd be facing a \$6 to \$7 million payment next week. So, what we do is we anticipate how many employees we think...we have a track record of what the turnover is, but that number on an annual basis is probably in the \$350-\$450,000 range depending on who's coming and going. I believe last year you budgeted \$300,000 to cover that. So, again, there isn't a dollar-for-dollar there. Some years we've seen at the State

Retirement System changes and you might lose 30 police officers in a year because it's too their benefit to leave now and in that case we don't have enough to cover every department. So, again, the police tries to cover it out of some line items, fire tries to cover it and we only allocate it out as needed and we wait until the end of the year.

On motion of Alderman Lopez, duly seconded by Alderman Smith, it was voted to accept the financial statements for the month ended July 31, 2002.

Chairman Shea addressed item 6 of the agenda:

6. Communication from Sharon Wickens, Financial Analyst II, submitting reports as follows:
  - a) department legend;
  - b) open invoice report over 90 days by fund;
  - c) open invoice report (all invoices for interdepartmental billings only);
  - d) open invoice report (all invoices due from the School Dept. only); and
  - e) listing of invoices submitted to City Solicitor for legal determination.

Alderman Smith moved for discussion. Alderman Thibault duly seconded the motion. There being none opposed, the motion carried.

Alderman Smith stated I think I brought up to you the situation about various hotels and about the Welfare Department, have you looked into it, I talked with the City Solicitor on it.

Ms. Shaffer replied we did discuss that at the last meeting but we haven't actually gone on and implemented a plan like that to be workable within the City structure of the receipts and the payables because what we're looking at is we are going to somehow have to meld those two lists together because the vendor list is obviously for the people that we are paying while we have a customer list for those we anticipate receivables from, so it's not a singular listing that we can put together to get a net effect of what the money owed and what the money due is. So, we're going to have to come up with a plan on how we can best utilize that to our advantage, so, no we have not put that in effect yet.

Alderman Smith stated I would appreciate if you would keep following up on that, thank you very much.

On motion of Alderman Smith, duly seconded by Alderman Lopez, it was voted to accept the various reports as submitted.

### **NEW BUSINESS**

Alderman Lopez stated at this time I would like to ask the Committee if it would like to go on record...as most of you might know the Henry J. Sweeney Post American Legion is going into the World Series and it's going to cost them quite a bit of money and I would like to ask this Committee if they would vote to make a recommendation to the Mayor's Office to poll all Board members for making a donation of \$2,000.00 to the American Legion. They represent Manchester and Manchester as a whole going to Danville, Virginia in the American Legion World Series and it's very fortunate that Charlotte, North Carolina is hosting the American Legion Convention for the United States so there will be a lot of representation from Manchester and the State of New Hampshire with the delegates that are going there to attend the ball game that the kids from Sweeney Post will be playing in representing Manchester and moved that \$2,000.00 be requested from Civic Contributions for the Henry J. Sweeney Post and that the City Clerk along with the Mayor's Office poll all Board members.

Alderman Thibault stated the only thing I would worry about is there a precedent that this has been done before and to what teams, I think it's something we should look at because if ever it happens to another group would we have to do the same thing other than that I would be fully in agreement with it.

Alderman Lopez stated we have for Babe Ruth year's ago and the American Legion and recently when the American Legion had its convention here we gave money because it was in Manchester, but the key factor in this and I would hope that everyone would go along is that even though they are kids from the City of Manchester playing for the American Legion which contributes to their athletic ability and well-being and they are representing Manchester, New Hampshire. I think Alderman Smith can give you details on when they're going and all that as he's the Athletic Director.

Alderman Smith stated they'll be flying out of Manchester Airport tomorrow at 11:30, staying in Danville, Virginia for at least four days, attending a banquet on Thursday night and they'll be playing at ten o'clock against Omaha, Nebraska on Friday. We're very pleased with the kids and anything you can do will certainly be appreciated, but like I said I don't want to vote on it because I have a conflict of interest.

Alderman Thibault duly seconded the motion.

Chairman Shea stated I might add that I participated in a world series in 19\_\_ way back out in California when there were only four teams and it's a thrill of a lifetime, you meet major league ball clubs and at that time we were out in Los Angeles, California and we played against San Diego and we got beat by Cincinnati...they had a guy there that's a ringer today, Don Zimmer he was playing out there, but it's just a wonderful experience for the boys and other family members. So, I really think that because it's a world series and obviously I don't believe that the Sweeney Post has won the regionals since '82, so it's been quite a while, so I would be in favor of this if I have a vote on this Committee because I really think it's going to publicize Manchester, it goes nationwide and obviously it's just a thrill of a lifetime for the youngsters.

Chairman Shea called for a vote on the motion to donate \$2,000.00 out of Civic Contributions to the Henry J. Sweeney Post. The motion carried with Alderman Smith duly recorded as abstaining.

### **TABLED ITEMS**

7. Communication from Sharon Wickens, Financial Analyst II, submitting a Collections Policy for review.  
(Note: final draft of Collections Policy enclosed including responses from Aviation and Water Works.)  
(Tabled 05/21/02)

This item remained tabled.

On motion of Alderman Smith, duly seconded by Alderman Lopez, it was voted to remove this item from the table for discussion.

8. Communication from Kevin Buckley, Internal Audit Manager, submitting the Internal Audit Report relative to the Traffic Department (Canal Street and Victory Garages).  
(Tabled 06/24/02 pending reports from City staff.)

Alderman Smith asked, Kevin, I would just like to know what the status is on your negotiations with National Garages.

Mr. Buckley replied yesterday I got a big packet of information from them from Dave Waldecker who runs the two garages in the City, all the payroll records that I requested from the current system. Now, he's having problems getting stuff from the old system under the old owner...those files are in a box stored someplace and they're looking for them right now. The stuff from headquarters that I need to get I haven't heard from them yet and I just sent them off an E-mail asking where the stuff is.

Alderman Smith asked do you think...I know we went back eight months, but do you think there's any more revenue that we can possibly get from these garages.

Mr. Buckley replied we're going back three years. So, we'll see where this goes.

On motion of Alderman Smith, duly seconded by Alderman Thibault, it was vote to retable this item.

There being no further business to come before the Committee, on motion of Alderman Smith, duly seconded by Alderman Guinta, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee